U.S. District Court, District of Colorado

Summary of Local and Federal Rule Changes Effective December 1, 2019

The U.S. District Court, on the recommendations of its Advisory Committee on the Local Rules, completed the following in the current rules cycle:

Amendments to the Local Rules of Practice were approved by the Court on November 6, 2019, after consideration of the following by the Advisory Committee: 1) two comments tabled during the 2017 cycle for further review and discussion in the current cycle; 2) three comments submitted in 2018; and 3) 19 comments submitted in the combined 2018-2019 local rules cycle (the Advisory Committee was on hiatus in 2018). After opportunity for public review and comment through electronic notices and posting on the court's website, publication on bar association websites, and electronic mass mailing to the court's active bar members – followed by consideration of six additional comments – the approved and Local Rules of Practice were published on November 29, and became effective on December 1, 2019. This year's revisions include refinements to the civil, criminal, agency appeals, and attorney rules. The court also made administrative changes to the list of standardized forms in civil matters.

As a result, the Local Rule revisions do the following:

- Amend the civil rules. Clarifications were added regarding the duties of magistrate judges, refinements made to the notification process to the court regarding ADA accommodations, and a bankruptcy provision eliminated in light of federal bankruptcy rule changes in 2018.
- Refine the criminal rules. This cycle sees an additional rule on criminal motions and provides sentencing document refinements.

 Adjustments are made with the special assignment rule in criminal cases when a defendant has a pending criminal case in this court, as well as in instances involving transfers, supervised release or probation violations, and forfeiture.
- Modify the agency appeal rules. The AP rules on Joint Case Management Plans and Social Security appeal briefing schedules are revised.
- Enhance the attorney rules. The court gives formal recognition to the new Federal Pro Se Clinic, the rules of professional conduct that apply to the Clinic, and a new provision to allow student practice in the Clinic.
- In addition to the local rule amendments, the court has approved a revised Scheduling Order in ERISA cases and eliminated the Joint Case Management Plan in Social Security appeal cases. The new forms are available on the court's Forms website page.

For the complete versions of the Local Rules of Practice, in both final and redline form, please visit the Local Rules page of the court's website: http://www.cod.uscourts.gov/CourtOperations/RulesProcedures/LocalRules.aspx.

The Advisory Committee urges court staff, members of the bar, and the general public to be aware that several Federal Rules of Procedure were revised and go into effect on Dec. 1, 2019, including a new criminal procedure rule – Fed.R.Crim.P. 16. 1. Pretrial Discovery Conference; Request for Court Action. For a comprehensive account of the appellate, bankruptcy, criminal – including the Rules Governing Section 2254 and 2255 cases in U.S. District Courts – and evidence rule amendments, please visit the Current Rules of Practice & Procedure subpage of the Rules and Policies section of the U.S. Courts website.

The Advisory Committee on the Local Rules always welcomes comments from court users, members of the bar, and the public at large. Please send your comments or suggestions to: LocalRule Comments@cod.uscourts.gov.

Local Rule Number and Title, or Important Federal Rule Revision	Practice Under Previous Local Rule	New Practice Under Revised Local Rule	Related Federal Rule, Statute, or Other Consideration			
	SECTION I - CIVIL RULES					
D.C.COLO.LCivR 7.2 - Public Access to Documents and Proceedings – (e) Filing Restricted Documents.	This local rule provides the policy declaration of the District of Colorado and procedural guidelines for the restriction of documents in civil cases. Under previous restricted document filing practice, a default level of restriction to be imposed by the clerk's office (Level 1 – access limited to all parties and the Court) was implied even when a document was filed under a different level of restriction was imposed.	(e) Filing Restricted Documents. A document subject to a motion to restrict shall be filed as a restricted document and shall be subject to restriction until the motion is determined by the court. If a document is filed as a restricted document without an accompanying motion to restrict, it shall retain a Level 1 restriction the restriction selected by the filer for 14 days. If no motion to restrict is filed within such time period, the restriction shall expire and the document shall be open to public inspection. This revision clarifies that the level of restriction must be selected by the filer, not by the court (i.e., clerk's office).	General rules regarding Filings Under Seal are set forth in Rule 5.2. Privacy Protection for Filings Made with the Court (see p. 11 of the Federal Rules, subparas. (d)-(g)).			
D.C.COLO.LCivR 72.1 General Authority and Duties of a Magistrate Judge – (b) Duties.	This local rule describes the legal authority and defined duties of U.S. magistrate judges with respect to civil matters and cases. Direct assignment of civil cases to magistrate judges in the District of Colorado was not in practice until 2015.	(b) Duties. A magistrate judge may: ***** (8) issue administrative subpoenas as authorized by law; and (9) appoint masters under Fed. R. Civ. P. 53-; and (10) transfer cases on direct assignment under D.C.COLO.LCivR 40.1(d)(4). Revision allows magistrate judges to exercise one of the standard powers and duties	Fed. R. Civ. P. 73 - Magistrate Judges: Trial by Consent; Appeal (see p. 95) and: 28 U.S.C. § 636(c) - Jurisdiction, Powers, and Temporary Assignment see also: 28 U.S.C. § 137 - Division of business among district judges.			

		authorized under this court's local rules when assigned a case directly and with consent jurisdiction.	"The business of a court having more than one judge shall be divided among the judges as provided by the rules and orders of the court."
D.C.COLO.LCivR 83.3 - Accommodation Under Americans with Disabilities Act	This rule provides a mechanism for litigants to ensure accessibility to a court proceeding by means of notice to the court. The court has required a seven-day notification period in order to provide reasonable accommodations to persons with disabilities pursuant to Judicial Conference policy.	Unless otherwise ordered, No later than seven days before a hearing or trial, counsel or an unrepresented party shall notify the court of an accommodation required under the Americans with Disabilities Act., except a request for the services of an American Sign Language interpreter shall be made no later than 30 days before the hearing or trial. The amendment is necessary in order to provide the clerk's office of the court sufficient time to locate and appoint an American Sign Language interpreter for court proceedings.	28 U.S. Code § 1828.Special interpretation services.
D.C.COLO.LCivR 84.1 - Bankruptcy Matters	Local Civil Rule 84.1 provides direction to litigants and the district and bankruptcy courts on such matters as automatic referral of bankruptcy matters to that court, withdrawals of the reference, procedure in core and non-core proceedings, and other administrative matters. When the U.S. Supreme Court issued the Executive Benefits Ins. Agency v. Arkison, 134 S. Ct. 2165 (2014) decision, the U.S. District Court responded by creating LCivR 84.1(b)(2).	(b) Final Order in a Core Matter. (1) In a proceeding referred under this rule and determined to be a core matter, if a bankruptcy or district judge determines that entry of a final order or judgment by a bankruptcy judge would be inconsistent with Article III of the United States Constitution, the bankruptcy judge, unless otherwise ordered by the district judge, shall hear the proceeding and submit proposed findings of fact and conclusions of law to the district judge. (2) A final order or judgment of the bankruptcy judge may be treated by the district judge as proposed findings of fact and conclusions of law when the district judge concludes that the bankruptcy judge could not have entered a final order or judgment consistent with Article III.	Rule 8018.1. District-Court Review of a Judgment that the Bankruptcy Court Lacked the Constitutional Authority to Enter "If, on appeal, a district court determines that the bankruptcy court did not have the power under Article III of the Constitution to enter the judgment, order, or decree appealed from, the district court may treat it as proposed findings of fact and conclusions of law."

	Federal Bankruptcy Rule 8018.1, new in 2018, was foreshadowed by local civil rule LCivR 84.1(b), which was drafted and adopted in the 2014 local rules cycle in reaction to the Executive Benefits decision. Accordingly, paragraph (2) is now eliminated to comply with Fed. R. Civ. P. 83(a)(1) – "A local rule must be consistent with—but not duplicate—federal statutes and rules adopted under 28 U.S.C. §§ 2072 and 2075 "	
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Local Rule Number and Title or Important Federal Rule Revision	Practice Under Previous Local Rule	New Practice Under Revised Local Rule	Related Federal Rule, Statute, or Other Consideration
	SECT	TION II - CRIMINAL RULES	
D.C.COLO.LCrR 12.2 Motion, Response, and Reply [New Rule]	This is a new local rule.	D.C.COLO.LCrR 12.2 MOTION, RESPONSE, AND REPLY A motion shall not be included in a response or reply to the original motion. A motion shall be filed as a separate document. This new rule directs parties to file a separate document(s) when a party requests the court to take a specific action, rather than embedding such a request within a response or reply to a motion or other court filing. This new rule corresponds with local civil rule D.C.COLO.LCivR 7.1 (d).	Fed.R.Crim.P. 47 – Motions and Supporting Affidavits (see p. 62 of the rules).
D.C.COLO.LCrR 32.1 Sentencing Documents	This local criminal rule gives detailed guidance to litigants regarding all sentencing-related documents, i.e., statements, reports, motions, filing restrictions, and disclosure. Sentencing statements must be filed by both the Government and the defendant(s) in a case with specific deadlines before sentencing,	(c) Motions for Departure or Variance. A motion for departure or variance shall be filed no later than 14 days before sentencing. A response may be filed no later than seven days before sentencing. A motion for departure or variance shall not be included in a sentencing statement or other sentencing-related document. A motion for departure or variance shall be filed as a separate motion.	18 U.S. Code § 3553 Imposition of a sentence.

	addressing specific topics.		
		This amendment corresponds to the direction to parties to file a separate document(s) described in new rule D.C.COLO.LCrR 12.2.	
D.C.COLO.LCrR 47.1 Public Access to Cases, Documents, and Proceedings – (e) Filing Restricted Documents.	This local rule provides the policy declaration of the District of Colorado and procedural guidelines for the restriction of documents in criminal cases. Under previous restricted document filing practice, a default level of restriction to be imposed by the clerk's office (Level 1 – access limited to all parties and the Court) was implied even when a document was filed under a different level of restriction was imposed.	(e) Filing Restricted Documents. A document subject to a motion to restrict shall be filed as a restricted document and shall be subject to restriction until the motion is determined by the court. If a document is filed as a restricted document without an accompanying motion to restrict, it shall retain a Level 1 restriction the restriction selected by the filer for 14 days. If no motion to restrict is filed within such time period, the restriction shall expire and the document shall be open to public inspection. This revision clarifies that the level of restriction must be selected by the filer, not by the court (i.e., clerk's office).	General rules regarding Filings Under Seal are set forth in Federal Criminal Rule 49.1. Privacy Protection for Filings Made with the Court (see p. 65 of the Federal Rules, subparas (d)-(g)).
D.C.COLO.LCrR 50.1 Assignment of Cases	The Assignment of Cases local rule provides for the efficient, impartial and fair assignment of criminal matters to judicial officers. The rule was the focus of several requests in the 2018-2019 cycle to reexamine the assignment process in cases with a defendant(s) with pending criminal cases in this court, and the duties of parties and court officials in the noticing process re: special assignments.	(c) Special Assignments. (1) On filing a new criminal case charging a felony offense and involving only one defendant, the United States Attorney shall notify the clerk in writing when that defendant is the only defendant involved in a pending civil action for forfeiture preceeding assigned to a district judge. The new criminal case shall be assigned to the judicial officer same district judge to whom the civil ease was action is assigned. (2) On filing a new criminal case, including a new case filed under 18 U.S.C. § 3605, or a criminal case transferred to the court under Fed. R. Crim. P. 20, the United States Attorney shall notify the clerk in writing when the defendant is currently serving, or has served, a sentence of probation or supervised release. The new criminal case shall be assigned to the judicial officer presiding in the criminal case in which the previous sentence of probation or supervised release was imposed. In the event the defendant has had multiple criminal cases before this court, the new criminal case shall be reassigned to the judicial officer who handled the oldest criminal case. On	28 U.S.C. § 137 - Division of business among district judges. "The business of a court having more than one judge shall be divided among the judges as provided by the rules and orders of the court."

		(2)	filing a new criminal case charging a felony offense and involving only one defendant, the United States Attorney shall notify the clerk in writing when that defendant is the only defendant in another pending criminal case in which a felony offense is charged. The new criminal case shall be assigned to the same district judge to whom the pending criminal case is assigned.	
		(3)	On filing a new criminal case charging a felony offense and involving only one defendant, the United States Attorney shall notify the clerk in writing when that defendant is currently on probation or supervised release. The new criminal case shall be assigned to the same district judge to whom the criminal case is assigned in which the same defendant is on probation or supervised release.	
		(4)	For a transfer under 18 U.S.C. § 3605, the probation department shall notify the clerk in writing when the defendant is involved in a pending criminal case or is serving a term of probation or supervised release ordered in this district. The transferred criminal case shall be assigned to the judicial officer to whom the pending criminal case is assigned or who presided over the case in which the defendant is serving a term of probation or supervised release.	
		(5)	For a transfer under Fed. R. Crim. P. 20, the United States Attorney shall notify the clerk in writing when the defendant is involved in another pending criminal case. The transferred criminal case shall be assigned to the judicial officer who is presiding over the pending criminal case.	
		(6)	A majority of the district judges may provide for the assignment of criminal cases which may be heard outside Denver, Colorado, in another location where court may be held under 28 U.S.C. § 85.	
		reflect a chan cases to the s already has a attempts to st assignments	to the special assignments rule primarily ge to now permit assignment of criminal same judicial officer to whom a defendant pending criminal case; the rule also treamline the language regarding involving civil forfeiture, supervised trion violations and transfer cases.	
D.C.COLO.LCrR 57.1 General Authority and Duties of a Magistrate Judge	This local rule describes the legal authority and defined duties of U.S. magistrate judges with respect to criminal matters and cases.	(b) ****	Duties. A magistrate judge may:	Fed.R.Crim.P. 4 - Arrest Warrant or Summons on a Complaint (see p. 3 of the rules)

- (b) Duties.		(3) accept criminal complaints and issue or quash arrest warrants or summonses; This revision reinforces the ability of magistrate judges to fully and completely exercise a standard criminal procedure duty authorized by federal statutes, regulations, the Federal Rules of Criminal Procedure, and this court's local rules.	Fed.R.Crim.P. 59 - Matters Before a Magistrate Judge (see p. 70 of the rules) and: 28 U.S.C. § 636(c) - Jurisdiction, Powers, and Temporary Assignment
D.C.COLO.LCrR 57.5 Accommodations Under Americans with Disabilities Act	This rule provides a mechanism for litigants to ensure accessibility to a court proceeding by means of notice to the court. The court has required a seven-day notification period in order to provide reasonable accommodations to persons with disabilities pursuant to Judicial Conference policy.	Unless otherwise ordered, Ano later than seven days before a hearing or trial, counsel or an unrepresented party shall notify the court of an accommodation required under the Americans with Disabilities Act., except a request for the services of an American Sign Language interpreter shall be made no later than 30 days before the hearing or trial. The amendment is necessary in order to provide the clerk's office of the court sufficient time to locate and appoint an American Sign Language interpreter for court proceedings.	28 U.S. Code § 1828.Special interpretation services.
[New Federal Rule] Rule 16. 1. Pretrial Discovery Conference; Request for Court Action	No local rule is applicable.	 Rule 16. 1. Pretrial Discovery Conference; Request for Court Action (a) Discovery Conference. No later than 14 days after the arraignment, the attorney for the government and the defendant's attorney must confer and try to agree on a timetable and procedures for pretrial disclosure under Rule 16. (b) Request for Court Action. After the discovery conference, one or both parties may ask the court to determine or modify the time, place, manner, or other aspects of disclosure to facilitate preparation for trial. 	Please refer to House Document 116-66 for the text of the amended rule, and the accompanying committee note effective December 1, 2019.

		See Committee Note to the new federal rule.	
[New Federal Rule Change] RULES GOVERNING SECTION 2254 PROCEEDINGS FOR THE UNITED STATES DISTRICT COURTS	N/A	Rule 5. The Answer and the Reply ***** Reply. The petitioner may submit file a reply to the respondent's answer or other pleading within a time fixed by the judge. The judge must set the time to file unless the time is already set by local rule. See Committee Note to the amended federal rule.	Please refer to House Document 116-66 for the text of the amended rule, and the accompanying committee note effective December 1, 2019.
[New Federal Rule Change] RULES GOVERNING SECTION 2255 PROCEEDINGS FOR THE UNITED STATES DISTRICT COURTS	N/A	Rule 5. The Answer and the Reply ***** Reply. The moving party may submit file a reply to the respondent's answer or other pleading within a time fixed by the judge. The judge must set the time to file unless the time is already set by local rule. See Committee Note to the amended federal rule.	Please refer to House Document 116-66 for the text of the amended rule, and the accompanying committee note effective December 1, 2019.

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SECTION III - LOCAL PATENT RULES (No Changes)					

Local Rule Number and Title or Important Federal Rule Revision	Practice Under Previous Local Rule	New Practice Under Revised Local Rule	Related Federal Rule, Statute, or Other Consideration		
SECTION IV - AP RULES					

D.C.COLO.LAPR 10.3 AP Docket	This rule guides the commencement of "AP" cases – the pre-merits management and briefing of social security appeals, reviews of an action or final decision of an administrative agency, board, commission or officer, or a bankruptcy appeal. LAPR 10.3 governs the opening and initial assignment of an AP case.	Opening an AP Case. On proper commencement of an AP case under Subdivision (a), (b), or (c) of D.C.COLO.LAPR 10.2, the clerk shall open a case and assign a case number without random selection to a district judge under D.C.COLO.LCivR 40.1(e). The case number shall bear the initials "AP" to identify the case as an appeal. This rule change is an administrative matter and permits case designation as a "cv" case to apply to cases on the AP docket.	42 USC § 405 Evidence, Procedure, and Certification for Payments - (g) Judicial Review 28 USC § 158 [Bankruptcy] Appeals 5 U.S.C. § 701 et seq. CHAPTER 7—JUDICIAL REVIEW [Of Agency Action]
D.C.COLO.LAPR 16.1 AP Case Management	This rule administers the record, premerits briefing and motions practice of AP cases.	D.C.COLO.LAPR 16.1 AP CASE MANAGEMENT	42 USC § 405 Evidence, Procedure, and Certification for

The various categories of agency appeal cases in the past have been treated uniformly through the use of pre-merits case management plans, in an effort to be consistent and fair.	(a) Joint Case Management Plan. A scheduling conference under D.C.COLO.LCivR 16.1 shall not be conducted. In all AP cases, except social security appeals and bankruptcy appeals, the parties will be directed to file a Joint Case Management Plan (JCMP). The form of JCMP for social security appeals is HERE. The form of JCMP for review of agency action in other AP cases, including environmental cases, is HERE.	Payments – (g) Judicial Review
	(b) Briefing Schedule for Social Security Appeals. The opening brief of the plaintiff shall be filed no later than 40 days after the Commissioner files the administrative record. The response brief of the Commissioner shall be filed no later than 70 days after the filing of the administrative record. The plaintiff may file a reply brief no later than 85 days after the filing of the administrative record.	
	(bc) Motions for Summary Judgment. Motions for summary judgment shall not be filed.	
	(ed) Termination of AP Case Designation. On completion of pre-merits management, designation as an AP case shall terminate, and the case shall be assigned under D.C.COLO.LCivR 40.1. For good cause, designation as an AP case may be terminated before the completion of pre-merits management on motion of a party or sua sponte by the district judge designated for pre-merits management under D.C.COLO.LCivR 40.1(e).	
	Social Security appeal litigants have demonstrated that pre-merits disputes about the content of the administrative record are very infrequent, thereby obviating the need for a Joint Case Management Plan; the establishment of a standard briefing schedule further eliminates the usefulness of a JCMP in Social Security	

cases.

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SECTION V - ATTORNEY RULES							
D.C.COLO.LAttyR 2 Standards of Professional Conduct	This rule sets forth the adopted standards of professional responsibility, and this court's exceptions to those standards, for bar members of the United States District Court and the United States Bankruptcy Court for the District of Colorado. The Colorado Bar Association and U.S. District Court's Federal Pro Se Clinic provides legal advice on a limited representation basis to unrepresented persons with questions about civil case matters,	D.C.COLO.LAttyR 2 STANDARDS OF PROFESSIONAL CONDUCT (a) Standards of Professional Conduct. Except as provided by Subdivision (b) or order or rule of the United States Bankruptcy Court for the District of Colorado, the Colorado Rules of Professional Conduct (Colo. RPC) are adopted as standards of professional responsibility for the United States District Court and the United States Bankruptcy Court for the District of Colorado. (b) Exceptions. The following provisions of the Colorado Rules of Professional Conduct (Colo. RPC) are excluded from the standards of professional responsibility for the United States District Court and the United States Bankruptcy Court for the District of Colorado: (1) Colo. RPC 1.2(c) (limiting scope of representation), except that, if ordered, and subject to D.C.COLO.LAttyR 5(a) and (b), an attorney may provide limited representation to an unrepresented party or an unrepresented prisoner in a civil action; and (2) Colo. RPC 1.2(d), Comment [14] (counseling and assisting client regarding Colorado Constitution art. XVIII, §§ 14 and 16 and related statutes, regulations, or orders, and other state or local provisions implementing them), except that a lawyer may advise a client regarding the validity, scope, and meaning of Colorado Constitution art. XVIII, §§ 14 and 16 and the statutes, regulations, orders, and other state or local provisions implementing them, and, in these circumstances, the lawyer shall also advise the client regarding related federal law and policy.	Information about the Colorado Bar Association and U.S. District Court's Federal Pro Se Clinic is available on the U.S.D.C. website, including General Order 2019-4, In Re: Establishment of a Clinic to Assist Pro Se Litigants in the Alfred A. Arraj Courthouse				

		(c) Federal Pro Se Clinic. An attorney may provide short-term limited legal services through the Federal Pro Se Clinic ("FPSC") subject to the standards of conduct adopted by the FPSC. The new text in Subdivision (c), recognizing the Federal Pro Se Clinic and its unique status, clarifies that staff and volunteer attorneys with the clinic follow the Clinic's standards of professional conduct, and are not limited by the court's.	
D.C.COLO.LAttyR 14 Student Practice	LAttyR 14 permits and encourages the practice of law by eligible law students and establishes parameters on such practice.	 (a) General Provisions. (1) With the approval of the presiding judicial officer, an eligible law student may appear, under the supervision of an attorney who is a member of the bar of this court in a civil action or non-felony criminal case on behalf of a party who has consented in writing. (2) Unless otherwise limited, once admitted under Subdivision (d), the student may appear in that civil action or criminal case and other related proceedings when accompanied by the supervising attorney and may prepare and sign pleadings and documents which also must be signed by the supervising attorney. (3) Under D.C.COLO.LAttyR 14(b)(1), (2), (3), (4) and (6) and (c)(1), (2) and (4), a law student may provide legal services through the Federal Pro Se Clinic under the guidance of a supervising attorney. The amendment clarifies the eligibility rules of students and the supervising attorney in order to permit law students to participate and volunteer in the Federal Pro Se Clinic. 	See Part IX – Student Practice – of Section V, Attorney Rules, in Local Rules of Practice and Procedure, for entirety of the Student Practice rule. See also the Colorado Rules of Professional Conduct, the majority of the rules of which are adopted by the U.S. District Court. Colorado rules of procedure and conduct are available on the Colo. Judicial Branch website here.

Local Rule Number and Title or Important Federal Rule Revision	Practice Under Previous Local Rule	New Practice Under Revised Local Rule	Related Federal Rule, Statute, or Other Consideration			
DISTRICT OF COLORADO FORMS						
ERISA Scheduling Order (see website Forms page here)	Standard Scheduling Order form for use by the parties in ERISA litigation.	The amended ERISA Scheduling Order form is the product of extensive consultation internally among the court's magistrate judges and with both the defense and plaintiff's bar.	There is no <u>national</u> <u>federal court form</u> equivalent.			
Joint Case Management Plan for Social Security appeal cases [eliminated]		Per the adoption of D.C.COLO.LAPR 16.1 AP Case Management – (a) <u>Joint Case Management Plan</u>, there is no longer a Joint Case Management Plan for Social Security appeal cases.				